![MTAC — Mailers Technical Advisory Committee logo]

MAILERS TECHNICAL ADVISORY COMMITTEE

eVS/PTS User Group
Meeting Minutes
Thursday, October 10, 2013
3:30pm – 4:30pm EST

Attendees:
Andy Lundgren, Malai Sethuraman, Anthony Frost, Arlene Peterson, Bert Hamilton, Bill Jamieson, Bobbi Richardson, Chet King, David Stachovitz, Doug Ferguson, Heather Dyer, Alvin Serrano, Jody Berenblatt, Joe Rothwein, John Gregory, John Medeiros, Juliaann Hess, Julian Thomas, Kate Westermann, Kim May, Margaret Choiniere, Joe Trinchitella, Mark Dropp, Marsha Martinez, Neal Vereen, Nicole Wilson, Peter Furka, Richard Porras, Roger Franco, Ryan Seipp, Jeff Freeman, Shawn Baldwin, Stacy Ibarra, Vicki Bosch, Steve McCurdy, Jennifer Kamens

Welcome – Kate Westermann
- Roll Call

PTS Releases – Kate Westermann
- Release 1.6 – November 2, 2013
    - Mail.dat translation to Shipping Services v1.7 for BPM parcels
    - New Scan Event Extract File version
        - Customers can register by calling the IMpb Help Desk
        - Will be set up via database download
    - IMpb Compliance Validation
        - Reviewed in depth during September 12, 2013 meeting
        - Warning messages in CEW for non-compliant mailpiece/file elements:
            - IMpb
            - SSF 1.6 or higher
            - Destination Delivery Address or ZIP+4 in file
        - Customers with exceptions will not see warnings until exception is expired
    - Outage window projection – Saturday November 2, midnight through 4:00am
        - Partial outage only
            - Ingest, Stage-to-Final and Extracts will be down
            - USPS Tracking will be fully operational
    - Midnight – 3:00am Deployment
    - 3:00am – 4:00am Technical/Functional Verification

- Release 1.7 – January 26, 2014
  - TEM available on January 12, 2014
  - Production on January 26, 2014
  - Release 1.7 Features
    - Price change
      - Includes changes to support IMpb requirements
    - Tracking via SMS – Provides two methods for customers to receive tracking updates
      - Device-initiated (smartphone, tablet, etc.)
      - Online via usps.com
      - Other SMS tracking initiation mechanisms planned
    - Predictive Delivery
      - Update package's likely delivery date
      - Calculated based on Enroute scans
    - Overlabeling
      - Performed when circumstances require a new IMpb, e.g., due to product upgrade, error, or Legacy barcode
      - Links tracking number on new label to the original label tracing number
        - Allows customers on both ends of transaction to access all tracking information using either label
    - Origin Acceptance for Parcel Return Service mail
      - Will be applied to individual PRS pieces receiving an Enroute scan at the plant but no physical Acceptance scan
      - Ensures that parcel always has an Acceptance event from the end-customer's perspective
      - The Origin Acceptance will appear in the customer's extract
    - New additional service codes to indicate the following:
      - Lives
      - Hazardous Materials
      - Cremated Remains
      - Included in Federal Register proposed rule 7710-12
      - Customer must include indicator in Shipping Services File identifying the presence of either hazardous material or live animals in shipment
      - Merchandise Returns Service and other returns containing hazardous materials will require a unique IMpb
        - Specific 3-digit Service Type Code identifies mail class and hazardous material content
      - Strongly recommended that cremated remains be similarly identified but will not be required

- Upcoming PTS Releases
  - 2013 Planned Release Schedule
    - November 2, 2013   Release 1.6
  - 2014 Planned Release Schedule
    - January 12, 2014   TEM Release
    - January 26, 2014   Release 1.7
    - April 20, 2014   Release 1.8
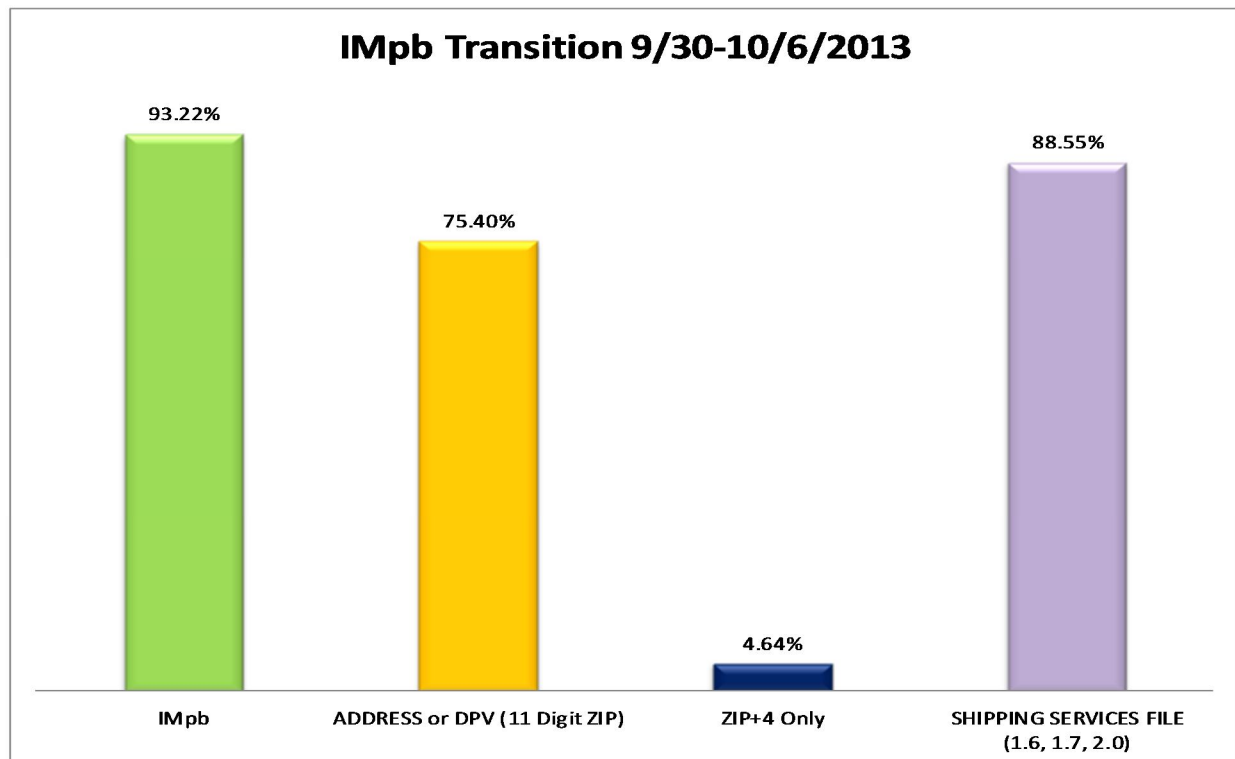   - July 27, 2014   Release 1.9

▪ October 26, 2014   Release 1.10

Federal Register Proposed Rule – Kate Westermann

- New Standards to Enhance Package Visibility – 'IMpb 2.0'
  o Projected Final Rule publication October 2013
  o Document is in the final stages of development
  o Will be published after the Federal Register Office reopens
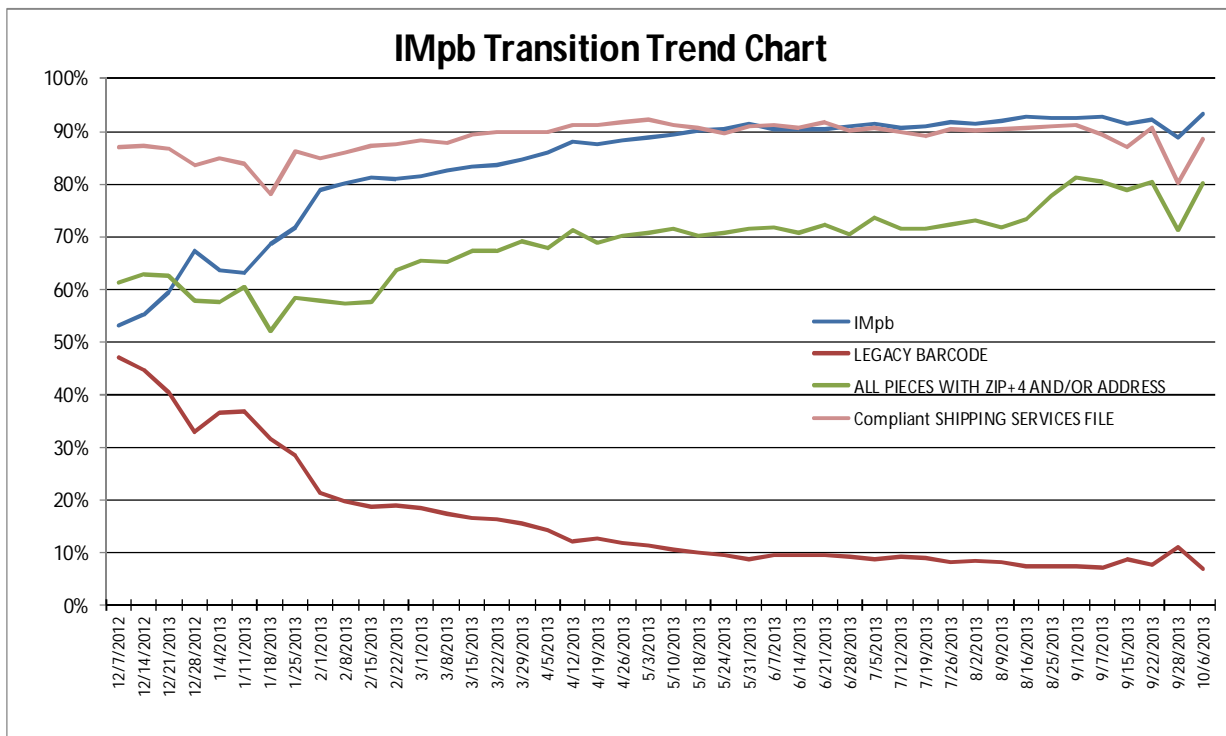
Publication 199 Updates – Kate Westermann

- Posting revision September 16, 2013
  o New Scan Event Extract File versions 1.6/2.0 (available for use after November 2, 2013)
  o Removing invalid Extra Service Code combinations
- Next revision in October 2013
  o Including Federal Register Final Rule IMpb requirements
  o Adding New STCs for November implementation
  o Enhancements to Chapter 8, Product Specific Information
  o New Sample Checklists for Confirmation Services, eVS and Parcel Return Services (Appendices O, P and Q)
- BPOD Supplement revision projected for January 2014

IMpb Transition 9/30 – 10/6/2013 – Ryan Seipp

IMpb Transition 9/30-10/6/2013

IMpb: 93.22%	ADDRESS or DPV (11 Digit ZIP): 75.40%	ZIP+4 Only: 4.64%	SHIPPING SERVICES FILE (1.6, 1.7, 2.0): 88.55%

Source: PTS2
Commercial Customers Only

IMpb Progress – Ryan Seipp

*Source: PTS-II

eVS Status – Vicki Bosch
- Upcoming eVS PostalOne! Releases
  - 2013 Planned Release Schedule
    - October 20, 2013   Minor Release
  - 2014 Planned Release Schedule
    - January 12, 2014   TEM Release
    - January 26, 2014   Major Release
    - July 13, 2014   TEM Release
    - July 27, 2014   Major Release
    - October 26, 2104   Minor Release

  - eVS Authorizations
    - October 2013
    - Cover letter - reminder of the adjustments that are currently working
    - Authorization letters - itemizes all the adjustments and requirements for eVS mailers

  - eVS: New adjustments
    - IMpb assessment is being postponed until January 2014
      - Details for non-compliant packages will be provided by PTS

- These will appear in a report similar to the current unmanifested report
- We will determine the thresholds for the month for eVS mailers and if outside the tolerance will be assessed additional postage
- Note: IMpb assessments for non-eVS customers will have functionality requested for January 2014 as well
  - New adjustments in July 2013
    - Incorrect Packaging Report is not functioning as intended, therefore we are not charging at this time. It will be changed to "Pilot" adjustment after the October release
    - Sampled Incorrect packaging – Priority, Priority Mail Express and Critical Mail
      - Packages presented in USPS packaging that are not manifested as the corresponding mail class will be identified and place in a new report "Sample Incorrect Packaging Report"
        - The postage for these will be adjusted to the applicable Priority, Express, or Critical Mail postage (similar to current mis-shipped functionality)

- Duplicate eVS Packages
  - Barcodes on eVS packages must remain unique for 180 days
  - Duplicate report available in eVS
  - Review data
    - USPS reviewing
    - Mailers should review data
  - Assessments will be made on valid data
  - Deep Dive counts by Mailer in June 2013

MailerName	eVS
Mailer A	23,407
Mailer B	6,187
Mailer C	6,470
Mailer D	5,554
Mailer E	2,800
Total	44,418

  - eVS Duplicates – Rules to Remove False Positives (28%)
    - Remove from input data set:
      - Remove PICs with Matching Number of Manifest Entries and Delivery Scans

- PICs that have delivery scans at ZIP codes that are mail centers typical of returns
- PICs containing Return to Sender and Mail Forward event scans
- PICs with less than 2 delivery events
- PICs with the next scan after first delivery at the same ZIP3
  - Indicates further processing leaving that delivery attempt
  - o Rules to Identify True Duplicates (35%)
    - Identify:
      - PICs with a gap of 15 days between any scans
      - PICs with scan data indicating Impossible Speeds
        - Distance between scan / time between scan > 500 mph
      - PICs with 15 days or more between delivery scans
      - PICs with 7 days or more after first delivery scan and before next scan

- Destination Entry Validation
  - September & October data are being reviewed and discussed with mailers
  - November data will be reviewed
  - Mailers' Exceptions being validated and entered
  - December assessment for November data

- Reconciliation Process

Monthly Reconciliation
January Postage Adjustments

			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

- Mailers have until the 10th of the following month to:
  - Provide files to pay for any manifest errors or unmanifested packages
  - Dispute any pending adjustments for the previous month
- Undisputed adjustments scheduled to be performed 21st of the month for previous month
  - Mailers must dispute any adjustments to receive a joint reconciliation
  - If mailers do not dispute adjustments, they will be collected on the 21st of the month

- Request Joint Reconciliation

- eVS is refining processes for SOX compliance
- eVS will reconcile accounts following the process below
    - January: eVS mailer submits manifest files for payment
    - February 1 – 10: eVS mailer submits additional files for corrections
        - Manifest errors
        - Unmanifested
    - February 11 – 20: Joint Reconciliation period
    - February 21: Additional postage collected for validated adjustments
    - March 21: Issue letter of demand for recalculated price: Collect April 10
        - Require letter of appeal prior to April 10 to avoid collection

- eVS: October 20, 2013
    - Proposed requirements submitted for October
        - Easier on-boarding for eVS
        - New functionality
            - As new adjustments are established, these adjustments will be indicated as "Pilot Adjustment"
            - Once adjustments are validated as accurate, will be set to "Live Adjustment"
    - Fixes
        - Duplicate EFNs will not be processed
        - Weekly reconciliation extracts will be fixed for multiple classes of mail
        - Postage Discrepancy Report will include STAT samples and display more than 50 items, when applicable
        - Manifest Summary Report will display manifested postage
        - Reconcile Sample Report will display correct sampled date instead of manifested date
        - Monthly Adjustment Summary Tab will allow zero dollar adjustment, as needed

- eVS January 2014
  - Accepting FAS Zone 9 for PM and EX
  - New PICs in duplicate EFN will be moved to the Manifest Detail Error Report
  - Automate Parcel File updates
  - Updates Reconciliation Extract files for:
    - Destination Entry
    - Duplicate PICs
    - Ineligible Content
    - PAF
    - Presort Eligibility

- Proposed (for July 2014) Requirements for Dispute Queue
  - Customers will be able to view details and attachments.
  - Customers will be allowed to submit additional attachments as needed.
  - The company name will be associated to the assigned case number.

- Contingency Plans
  - eVS
    - If there is a system outage:
      - Hard copy postage statements will not be required
      - Mailings will not be held
    - If you do not see a file in PostalOne/eVS:
      - Contact the eVS help desk (877-264-9693 Option 4 or eVS.usps.gov) to ensure that your files have been received
      - Provide the helpdesk with EFNs or file names along with transmission date and time
  - Non-eVS
    - Follow the current PostalOne contingency plan for a system outage
  - PTS
    - If there is a system outage that impacts the receipt and processing of the files:
      - Non-compliance fee for manifest file requirement will not be assessed
    - If you do not receive a CEW report within 4 hours after file submission:
      - Verify your system is functioning correctly

- Contact the eVS or confirmation services help desk to ensure that your files have been received. Provide the helpdesk with EFNs or file names along with transmission date and time

- PUB 205 Updates
  - Currently Available on RIBBS
  - Last Update Publication 205 – August 9, 2013
  - Next Update – November 8, 2013

Industry Feedback – Kate Westermann

- When do you expect to issue the final IMpb rules?
  - October 2013
- Do you know when the Competitive Prices rate filing will be issued by USPS?
  - Mid-November 2013
- We understand the Overlabeling issue will be addressed in Janauary 2014. Is this correct? Meaning USPS will post the tracking events for the Original PIC needing correction and the new Overlabeled PIC provided by the mailer
  - Yes
- How are you going to handle the processing of packages dropped at a HUB for eVS (sampling, missorts, etc.)?
  - eVs has no plans for HUB to have misshipped functionality at DDU
- Last month you mentioned that 5 new Shipping Partner events would be implemented as part of the PTS 1.5 Sept 14 and 15 release. Any update on the change?
  - The new events were implemented
- Are there any adjustments from the proposed rule to what will finally be published?
  - Yes, can't disclose yet, but there have been changes in the compliance thresholds, not the recommended ones from the MTAC TT 19 group, but different. There have also been changes to the by/for requirements and timing for certain classes.
- What is the purpose of the Shipping Services File box on Jan 2014 PS3605? Will it be used to assess Non-Compliance fees?
  - The field is for the 12 digit unique Transaction ID. The Transaction ID is required on the postage statement and must match the Transaction ID in the Shipping Services File. The Transaction ID associates manifests with postage statement. There is one Transaction ID per postage statement and multiple manifests associated with one Transaction ID.

Mailing						
Post Office of Mailing	Processing Category ☐ Flats	Mailer's Mailing Date	Federal Agency Cost Code	Statement Seq.No.	No. & Type of Containers
Type of Postage ☐ Permit Imprint ☐ Metered ☐ Precanceled Stamps (PSLW Only)	☐ Irregular Parcels ☐ Parcels/Machinable Parcels	Weight of a Single Piece __ __ . __ __ __ pounds	Combined Mailing ☐ Mixed Class ☐ Single Class	Total Pieces	_____ Sacks
Permit #	Packaging Based on ☐ Piece Count ☐ Weight ☐ Both		Hold For Pickup (HFPU) # of pieces _____	Total Weight	_____ Flat Trays
For Barcoded Pieces, Enter Date of Address Matching and Coding __ __ / __ __ / __ __ __ __	Customer Generated Electronic Labels ☐ DelCon ☐ SigCon			SSF Transaction # _____	_____ Pallets
					_____ Other

Action Item Review
- How does compliance get computed for mail.dat files if they don't have a Transaction ID?
- Suggested deep dive be held to discuss Transaction ID
- Put Postal Bulletin out about the change of the date in the PUB 199

Next meeting scheduled for Thursday, November 14, 2013 at 3:30p EST